

The audition notice

Once you provide the details, a producer will distribute the audition notice. When you supply precise information about time commitments such as rehearsals and performances, there are two immediate outcomes. One is you demonstrate your respect for people's time. The second is you streamline the number of people who will audition. Look at the following example:

Auditions
for the Canadian Comedy
A Funny Script

When
Tuesday January 13 - Thursday January 15, 6:30-10:30 pm.
Callbacks - Friday January 16 & Saturday January 17, 7-10 pm.

Sun	Mon	Tue	Wed	Thur	Fri	Sat
11	12	13	14	15	16	17
		Audition 6:30-10:30pm	Audition 6:30-10:30pm	Audition 6:30-10:30pm	Callbacks 7-10pm	Callbacks 7-10pm

Where
LCT Hall, 1234 Local CT Street, Cityville

We Need
6 women:

- 2 able to portray 20-30
- 3 able to portray 40-50
- 1 able to portray 60-70

4 men:


- 1 able to portray 20-30
- 3 able to portray 40-50

Audition Requirements
What people have to do for the audition - depends on the kind of audition.

Rehearsal Information
Calendar graphic with days and dates of rehearsals.

Performance Dates
Calendar graphic with performance days and dates.

www.localcommunitytheatre.ca/funnyscript



It gives enough detail for people to make an informed decision about attending. It shows that you value their time right from the beginning.

Additional information will depend on the kind of audition you are holding. Needs like accents or special skills should be listed. Make sure that there are no surprises for the actors during the audition, list everything important on the audition notice.

It isn't your job to advertise the auditions for the theatre group but your information is essential for an effective notice.